



**INFORMATION SERVICES ORDER FORM**  
**Updated 11/10**



**Mail or Email to: Project Review Coordinator**

**DCR Division of Natural Heritage**

**217 Governor Street**

**Richmond, VA 23219**

**Voice: (804) 371-2708 Fax: (804) 371-2674**

**nhreview@dcr.virginia.gov**

**ENVIRONMENTAL REVIEW SERVICES:**

- ☐ **Project Review** (30 calendar day turnaround)..**\$90 per site**; add **\$35 for 1-5** natural heritage occurrences (rare plants, rare animals, significant communities and karst) and **\$60 for 6** or more occurrences.  
Multi-quad project area **\$90 per quad**.
- ☐ **Project Review with Accompanying Map...\$250 per site**; for projects with potential impact to Natural Heritage  
Resources, written comments with 8.5 X 11 map displaying Natural Heritage Screening Coverage.
- ☐ **Priority Service** (5 business day turnaround)..**\$500 surcharge**

**Details:** Describe project in the space below, please include detailed project description, project location information including **latitude, longitude**, acreage, and existing site conditions (photographs if available). Attach additional information as necessary. In order to ensure an accurate assesement, please submit **an electronic copy of a site map** (preferably from a USGS topo map with identified project boundaries) and all other information to **nhreview@dcr.virginia.gov** or fax a map to: **Environmental Review Coordinator @ (804) 371-2674**. Please include the project title on all correspondence. **Incomplete submittal of information will delay the review process.**

**Project Title:**

**Project Description:**



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**Natural Heritage Resource Reports & Distribution Maps**

☐ Custom NHR Maps (describe, call for more information).....\$80/hour

☐ Custom NHR Reports (describe, call for more information).....\$60/hour

**SUBSCRIPTION SERVICES:** [Hyperlink to an example of the license agreement](#)

**Natural Heritage Data Explorer Subscription Service**

☐ (unlimited access per subscription year, complete a digital license agreement is required).....\$1000/yr.

**Digital Conservation Sites Subscription Service** (specify area of interest; complete a digital license agreement is required)

☐ 1 county or 12 quads or less.....\$1000/yr.

☐ 13-100 quads.....\$3500/yr.

☐ Statewide coverage.....\$6000/yr.

Please provide details in the space below: **(failure to provide information will delay subscription processing)**

**Conditions:**

1. Digitized DCR natural heritage resource locational data for GIS or map production, whether provided by DCR digitally or entered by the client from tables or reports, may not be used without first completing a data licensing agreement with DCR Division of Natural Heritage. A license form is available on request.
2. Although DCR-DNH data are closely quality controlled, DCR-DNH makes no warranty as to the fitness of the data for any purpose.
3. Any publication of data provided by DCR, whether as text, table or map, must acknowledge Virginia DCR-Natural Heritage Program, and include the date the data were provided by DCR
4. If fees are assessed, an invoice will be included with the response. **Please do not pre-pay.** Payment is due within 30 days of receipt. **Minimum charge for hourly fees is \$40.**

I understand and agree to the above conditions: ☐ Yes (Required for Fee Services)



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DCR maintains lists of natural heritage resources monitored by the Natural Heritage Program. These lists provide information on taxonomy, rarity and federal/state legal statuses. These reports are not site specific and are **NOT** to be substituted for a project review or for on-site surveys required for environmental assessments of specific project areas.

Due to staff and budget constraints we ask that you use the online service whenever possible to download these lists of natural heritage resources:

**Hyperlink to on-line reports ( these may change as they are updated by inventory staff)**

[The Natural Communities of Virginia, 2nd Approximation](#)

☐ **Natural Heritage Resources of Virginia: Rare Animals (PDF)**

☐ **Natural Heritage Resources of Virginia: Rare Plants (PDF)**

[County lists of natural heritage resources can be generated using the Internet Database Search Tool:](#)

**Or requested below :**

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**Send data and invoice (if applicable) to:** (Please be sure to include a phone number and e-mail so we may contact you if we have any questions regarding your data needs)

<b>Name:</b>	
<b>Company:</b>	
<b>Address:</b>	<b>City:</b>
<b>State/Zip:</b>	<b>Phone:</b>
	<b>Fax:</b>
<b>Email:</b>	<b>Taxpayer ID #:</b>